

## COMMISSIONERS' ORDINANCE NO. O-03-22

AN ORDINANCE AMENDING THE CITY'S 2021/2022 BUDGET, RE-APPROPRIATING AND RE-APPORTIONING THE ANTICIPATED GENERAL FUND REVENUE AND THE ANTICIPATED REVENUE OF ALL OTHER FUNDS OF THE CITY OF COVINGTON, KENTUCKY, FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2021, AND ENDING JUNE 30, 2022, AMONG THE VARIOUS DEPARTMENTS AND FOR THE GENERAL AND SPECIAL PURPOSES AS INDICATED IN THE "RECOMMENDED ALL FUNDS OPERATING BUDGET 2021/2022" TO MEET THE EXPENSES OF THE CITY OF COVINGTON, KENTUCKY, FOR THE SAID FISCAL YEAR.

\* \* \* \*

NOW THEREFORE,  
BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY  
OF COVINGTON, KENTON COUNTY, KENTUCKY:

### Section 1

That the revenue from the General Fund as detailed in the "City of Covington, Kentucky, Recommended All Funds Budget 2021-2022" is hereby appropriated in the detail set forth therein and there is hereby apportioned from said estimated revenues, the expenses detailed therein. Said Budget and Order are on file in the office of the City Clerk and incorporated herein by reference as if fully rewritten herein. Appropriation of said funds is summarized as follows:

REVENUE CATEGORIES	<u>Current Budget</u>	<u>Amount of Amendment</u>	<u>Amended Budget</u>
Property Taxes	<del>\$8,305,671</del>	\$0	\$8,305,671
Franchise Fees	<del>2,574,000</del>	0	2,574,000
Net Profit Tax	<del>4,045,393</del>	0	4,045,393
Payroll Taxes	<del>29,220,028</del>	0	29,220,028
Insurance License Fee	<del>8,261,496</del>	0	8,261,496
Net Court Revenue	<del>36,174</del>	0	36,174
Licenses, Permits, Penalty & Interest	<del>1,954,867</del>	0	1,954,867
Waste Fees	<del>0</del>	0	0
Rental Income	<del>28,182</del>	0	28,182
Transfer from other Funds	<del>5,839,931</del>	0	5,839,931
Income from other Government units	<del>2,020,000</del>	0	2,020,000
All Other Revenues	<del>750,349</del>	0	750,349
 TOTAL GENERAL FUND REVENUES	 <del>63,036,091</del>	 0	 \$63,036,091
GENERAL FUND RESERVES UTILIZED	<del>744,727</del>	500,000	\$1,244,727
TOTAL GENERAL FUND AND GENERAL FUND RESERVES UTILIZED	<del>63,780,818</del>	500,000	\$64,280,818

## Section 2

For the purpose of meeting the estimated General Fund expenditures as detailed in the "City of Covington, Kentucky, Recommended All Funds Budget **2021/2022**" of various departments for said year, there is hereby apportioned from said estimated revenues, the following amounts for the following purposes:

### EXPENDITURE CATEGORIES

	<u><b>Current Budget</b></u>	<u><b>Amount of Amendment</b></u>	<u><b>Revised Budget</b></u>
City Manager - Personnel	<del>\$1,157,151</del>	\$0	\$1,157,151
City Manager - Non-Personnel	<del>582,415</del>	0	582,415
Total	<del>1,739,566</del>	0	1,739,566
City Commissioners & Mayor - Personnel	<del>246,732</del>	0	246,732
City Commissioners & Mayor – Non-Personnel	<del>32,550</del>	0	32,550
Total	<del>279,282</del>	0	279,282
Human Resources- Personnel	<del>508,841</del>	0	508,841
Human Resources- Non-Personnel	<del>106,149</del>	0	106,149
Total	<del>614,990</del>	0	614,990
Information & Technology – Personnel	<del>186,166</del>	0	186,166
Information & Technology – Non-Personnel	<del>482,425</del>	0	482,425
Total	<del>668,591</del>	0	668,591
Legal - Personnel	<del>635,895</del>	0	635,895
Legal – Non-Personnel	<del>37,779</del>	0	37,779
Total	<del>673,674</del>	0	673,674
City Clerk - Personnel	<del>103,221</del>	0	103,221
City Clerk – Non-Personnel	<del>78,345</del>	0	78,345
Total	<del>181,566</del>	0	181,566
Neighborhood Services – Personnel	<del>319,529</del>	0	319,529
Neighborhood Services – Non-Personnel	<del>230,592</del>	0	230,592
Total	<del>550,121</del>	0	550,121
Code Enforcement – Personnel	<del>445,909</del>	0	445,909
Code Enforcement – Non-Personnel	<del>92,050</del>	0	92,050
Total	<del>537,959</del>	0	537,959

Recreation – Personnel		<del>331,106</del>	0	331,106
Recreation – Non-Personnel		<del>267,475</del>	0	267,475
	Total	<del>598,581</del>	0	598,581
Economic Development – Personnel		<del>842,277</del>	0	842,277
Economic Development – Non-Personnel		<del>460,910</del>	0	460,910
	Total	<del>1,303,187</del>	0	1,303,187
Public Works – Personnel		<del>5,840,266</del>	0	5,840,266
Public Works – Non-Personnel		<del>3,733,500</del>	0	3,733,500
	Total	<del>9,573,766</del>	0	9,573,766
Finance Department – Personnel		<del>1,510,253</del>	0	1,510,253
Finance Department – Non-Personnel		<del>575,110</del>	0	575,110
	Total	<del>2,085,363</del>	0	2,085,363
Police Department – Personnel		<del>16,786,562</del>	0	16,786,562
Police Department – Non-Personnel		<del>1,189,513</del>	0	1,189,513
	Total	<del>17,976,075</del>	0	17,976,075
Fire Department - Personnel		<del>16,536,760</del>	0	16,536,760
Fire Department – Non-Personnel		<del>999,394</del>	0	999,394
	Total	<del>17,536,154</del>	0	17,536,154
Debt Service	Total	<del>4,878,680</del>	0	4,878,680
Legacy Pension Contributions	Total	<del>584,000</del>	0	584,000
Interfund Transfers	Total	<del>3,999,263</del>	500,000	4,499,263
TOTAL GENERAL FUND EXPENDITURES		<del>63,780,818</del>	\$500,000	\$64,280,818

### Section 3

That the revenue from All Other Funds as detailed in the “City of Covington, Kentucky, Recommended All Funds Budget **2021/2022**” is hereby appropriated in the detail set forth therein and there is hereby apportioned from the said estimated revenues, the expenses detailed therein. Appropriation of other funds is summarized as follows:

#### REVENUE CATEGORIES

	<u>Current Budget</u>	<u>Amount of Amendment</u>	<u>Amended Budget</u>
Ambulance Fund	<del>\$2,180,000</del>	0	\$2,180,000
American Rescue Plan Act – ARPA Fund	<del>33,366,330</del>	0	33,366,330
Bond Fund	<del>1,353,647</del>	0	1,353,647
CDBG Fund	<del>4,314,495</del>	0	4,314,495
City Hall Operations Fund	<del>830,000</del>	0	830,000
Devou Park Trust Fund	<del>633,105</del>	0	633,105
Devou Park Master Plan Fund	<del>700,669</del>	0	700,669
Economic Development Fund	<del>1,078,500</del>	0	1,078,500
Federal & State Grants Fund	<del>9,977,302</del>	0	9,977,302
Fleet, Equipment, Technology, Facilities Fund	<del>1,740,651</del>	500,000	2,240,651
Forfeiture Fund	<del>500,000</del>	0	500,000
HOME Fund	<del>1,486,369</del>	0	1,486,369
Housing Voucher Fund	<del>6,857,745</del>	0	6,857,745
Infrastructure Fund	<del>2,265,006</del>	0	2,265,006
Lead Hazard Reduction Grant	<del>697,416</del>	0	697,416
Leased Properties Fund	<del>887,832</del>	0	887,832
City Employee Pension Fund	<del>414,758</del>	0	414,758
Police & Fire Pension Fund	<del>1,180,813</del>	0	1,180,813
Police & Fire Supplemental Pay Fund	<del>1,362,475</del>	0	1,362,475
Covington Motor Vehicle Parking Authority	<del>1,831,500</del>	0	1,831,500
Storm Water Management Fund	<del>1,736,812</del>	0	1,736,812
Self-Insured Employee Health Plan Fund	<del>5,900,000</del>	0	5,900,000
Self-Insured Liability Fund	<del>949,300</del>	0	949,300
TIF Fund	<del>5,840,000</del>	0	5,840,000
Waste Fund	<del>2,757,701</del>	0	2,757,701
Public Works Facility Construction Fund	<del>5,217,555</del>	0	5,217,555
IRS Site Construction Fund	<del>6,450,000</del>	0	6,450,000
<b>TOTAL ALL OTHER FUNDS REVENUE</b>	<b><del>\$102,509,981</del></b>	<b>500,000</b>	<b>\$103,009,981</b>



Section 4

**EXPENDITURE CATEGORIES**

	<u><b>Current Budget</b></u>	<u><b>Amount of Amendment</b></u>	<u><b>Amended Budget</b></u>
Ambulance Fund	<del>\$2,180,000</del>	\$0	\$2,180,000
American Rescue Plan Act – ARPA Fund	<del>33,366,330</del>	0	33,366,330
Bond Fund	<del>1,353,647</del>	0	1,353,647
CDBG Fund	<del>4,314,495</del>	0	4,314,495
City Hall Operations Fund	<del>830,000</del>	0	830,000
Devou Park Trust Fund	<del>633,105</del>	0	633,105
Devou Park Master Plan Fund	<del>700,669</del>	0	700,669
Economic Development Fund	<del>1,078,500</del>	0	1,078,500
Federal & State Grants Fund	<del>9,977,302</del>	0	9,977,302
Fleet, Equipment, Technology, Facilities Fund	<del>1,740,651</del>	500,000	2,240,651
Forfeiture Fund	<del>500,000</del>	0	500,000
HOME Fund	<del>1,486,369</del>	0	1,486,369
Housing Voucher Fund	<del>6,857,745</del>	0	6,857,745
Infrastructure Fund	<del>2,265,006</del>	0	2,265,006
Lead Hazard Reduction Grant	<del>697,416</del>	0	697,416
Leased Properties Fund	<del>887,832</del>	0	887,832
City Employee Pension Fund	<del>414,758</del>	0	414,758
Police & Fire Pension Fund	<del>1,180,813</del>	0	1,180,813
Police & Fire Supplemental Pay Fund	<del>1,362,475</del>	0	1,362,475
Covington Motor Vehicle Parking Authority	<del>1,831,500</del>	0	1,831,500
Stormwater Management Fund	<del>1,736,812</del>	0	1,736,812
Self-Insured Employee Health Plan Fund	<del>5,900,000</del>	0	5,900,000
Self-Insured Liability Fund	<del>949,300</del>	0	949,300
TIF Fund	<del>5,840,000</del>	0	5,840,000
Waste Fund	<del>2,757,555</del>	0	2,757,701
Public Works Facility Construction Fund	<del>5,217,555</del>	0	5,217,555
IRS Site Construction Fund	<del>6,450,000</del>	0	6,450,000
<b>TOTAL ALL OTHER FUNDS EXPENDITURES</b>	<b><del>\$102,509,981</del></b>	<b>500,000</b>	<b>\$103,009,981</b>
 <b>TOTAL ALL FUNDS REVENUE</b>	 <b>\$166,290,799</b>	 <b>\$1,000,000</b>	 <b>\$167,290,799</b>
<b>TOTAL ALL FUNDS EXPENDITURES</b>	<b>\$166,290,799</b>	<b>1,000,000</b>	<b>\$167,290,799</b>

## Section 5

Commissioners' Ordinance O-07-18 created the Covington Motor Vehicle Parking Authority. Pursuant to Section 34.24, the Board of Commissioners must approve the Motor Vehicle Parking Authority budget. Section 34.24 also requires Board of Commissioner approval for the hiring of certain positions, including legal counsel. The Motor Vehicle Parking Authority voted to approve a proposed budget and the retaining of Patrick Hughes and Dressman Benzinger Lavelle, PSC as legal counsel. The proposed budget is as follows:

### **COVINGTON MOTOR VEHICLE PARKING AUTHORITY FISCAL YEAR 2022 PROPOSED BUDGET**

#### [REVENUE

Monthly Parking	\$ 437,892
Transient Parking	\$ 142,090
Validations	\$ 133,847
Miscellaneous (Meters, Violations)	\$ 765,483
TOTAL REVENUE	\$ 1,479,312

#### EXPENSES

ABM (Management Contract)	\$ 502,719
Debt Service	\$ 497,682
RiverCenter Garage	\$ 207,784
Midtown Garage	\$ 71,860
City Center Garage	\$ 1,850
Capital Maintenance & Repairs	\$ 91,000
Administration (Legal, Insurance, Stipends, Etc.)	\$ 106,417
TOTAL EXPENSES	\$ 1,479,312]

#### REVENUE

<u>Monthly Parking</u>	<u>\$ 586,000</u>
<u>Transient Parking</u>	<u>\$ 190,000</u>
<u>Validations</u>	<u>\$ 179,000</u>
<u>Miscellaneous (Meters, Violations)</u>	<u>\$ 876,500</u>
<u>TOTAL REVENUE</u>	<u>\$ 1,831,500</u>

#### EXPENSES

<u>ABM (Management Contract)</u>	<u>\$ 510,000</u>
<u>Debt Service</u>	<u>\$ 393,000</u>
<u>Capital Reserve</u>	<u>\$ 300,000</u>
<u>Professional &amp; Technical Fees</u>	<u>\$ 400,000</u>
<u>Administration (Legal, Insurance, Stipends, Etc.)</u>	<u>\$ 228,500</u>
<u>TOTAL EXPENSES</u>	<u>\$ 1,831,500</u>

## **Attachment A**

The City of Covington's operating budget is organized for financial accounting into departments and cost centers described as follows:

**101 City Manager's Office** – Established to account for expenditures of the Office of the City Manager and, benefits, and operational costs. The City Manager's Office is part of the Administration Department. The General Fund budget of this Department is \$1,739,566.

**104 Mayor and Commissioners** – Established to account for expenditures of the Mayor and Commissioners including salaries, benefits, and operational costs for the legislative body of the City. The General Fund budget of \$279,282 includes a part-time Executive Assistant.

**105 Human Resources** – Established to account for the expenditures of the Human Resources Director and staff including salaries, benefits, and operational costs. Human Resources is responsible for recruitment, testing, compensation administration, benefits administration, and training. The General Fund budget of this Department is \$614,990. Human Resources is part of the Administration Department.

**201 Legal Department** – Established to account for the expenditures of the City Solicitor, Assistant City Solicitors, and Paralegal salaries, benefits, and operational costs. The Solicitor is responsible for legal representation to the Board of Commissioners and other boards and commissions of the City, Alcohol Beverage Control administration, claims against the City, foreclosures, contract development and review, legislation drafting, and litigation. The General Fund budget of this Department is \$673,674.

**203 City Clerk** – Established to account for the expenditures of the Office of City Clerk's salary, benefits, and operational costs. The City Clerk provides administrative support to the Board of Commissioners including the development of agendas and the processing of legislation. The General Fund budget is \$181,566.

**305 Economic Development Department** – Established to account for the expenditures of the Economic Development Director, Assistant Economic Development Director, Economic Development Specialist, Historic Preservation Officer, Business Development Assistant and Zoning Administrator salaries, benefits, and operational costs. The General Fund Budget is \$1,303,187.

**401 Neighborhood Services** – Established to account for the expenditures of the Neighborhood Services Director salary, benefits, and operational costs. The General Fund budget is \$550,121.

**402 Code Enforcement** – Established to account for the expenditures of the Code Enforcement Manager, Community Services Coordinator and Code Enforcement Officers'



salaries, benefits, and operational costs. The General Fund budget is \$537,959. Code Enforcement is part of the Neighborhood Services Department.

**403 Solid Waste Management** – Established to account for the salaries, benefits, and operational costs of Solid Waste Management and staff. Solid Waste is part of the Neighborhood Services Department and accounted for in the Waste Fund Budget.

**502 – 510 Department of Public Works** – Established to account for the expenditures of the following divisions:

Administration Division – Established to account for the expenditures of the Director, Business Manager and Administrative support salaries, benefits, and operational costs.

Right of Way – Established to account for the expenditures of the Division Supervisor and the Cement Masons, Technicians, Drivers and Seasonal Staff salaries, benefits, and associated operational costs.

Parks and Facility Management – Established to account for the Recreational and Facilities Maintenance Division Supervisor, Laborers, Technicians and Seasonal Worker salaries, benefits, and operational costs.

Fleet Management – Established to account for the expenditures of the Fleet Management Manager, Chief Mechanic and Mechanics salaries, benefits, and operational costs.

Urban Forestry Division – Established to account for the expenditures of the Urban Forestry Division Supervisor, Municipal Grounds Supervisor and Specialist salaries, benefits, and operational costs.

General Maintenance – Established to account for the Division Supervisor, Equipment Operators, Drivers, Seasonal Laborer salaries, benefits and, operational costs.

Devou Park Maintenance – Established to account for the Equipment Operators, Laborer and Seasonal Worker' salaries, benefits, and operational costs.

Storm Water Division – Established to account for the maintenance and operations of the City's Storm Water operations. Storm Water is accounted for in the Storm Water Fund.

The General Fund budget for the department is \$9,573,766. The City receives Municipal Road Aid in the estimated amount of \$900,000 of which \$450,000 is for road maintenance operating costs and \$450,000 is for capital road improvements.

**702-705 Finance Department** – Established to account for the Finance Director, Assistant Finance Director, Senior Accounting Manager, Staff Accountants, Finance Analyst, Accounts Payable Manager, Revenue Manager, Tax Auditors, Procurement Manager, Administrative support and staff salaries, benefits, and operational costs. The General Fund budget is \$2,085,363.



**706 Information & Technology** – Established to account for the Information & Technology Manager, Administrative Support and staff salaries, benefits, and operational costs. The General Fund budget is \$628,591.

**806-811 Police Department** – Established to account for the Police Chief and all Officers' salaries, benefits, and operational costs except costs for maintenance of plant and property (vehicles) which are accounted for in the Department of Public Works Fleet Division and the Capital Improvement budgets. The department budget includes part-time School Crossing Guards salaries and benefits and part-time Devou Park Rangers salaries and benefits. The total General Fund budget is \$17,976,075.

**903 Recreation** – Established to account for the salaries, benefits, and operational costs, for the Parks and Recreation Manager and staff including recreation services, such as swimming pools, softball, and other recreational programs. Recreation is part of the Neighborhood Services Department. The General Fund budget is \$598,581.

**1001 Fire Department** – Established to account for the Fire Chief and all Firefighters' salaries, benefits, and operational costs except for costs of maintenance of plant and property (vehicles) which are accounted for in the Department of Public Works Fleet Division and the Capital Improvement budgets. The General Fund budget is \$17,536,154.

**1201 Debt Service** – Established to account for the principal and interest payments on all City debt excluding the pension debt. The General Fund budget is \$4,878,680.

**1203 Interfund Transfers** – Established to account for transfers between the General Fund and all other City Funds. Contributions to City Legacy Pension plans are recorded under 1300 Series accounts.



Section 6

The City of Covington's operating budget is organized for financial accounting into departments and cost centers as described in Attachment A.

Section 7

The City of Covington's capital budget resources and expenditure categories are described in Attachment B.

Section 8

Pursuant to KRS 424.240, the Clerk of the City of Covington, Kentucky, is authorized to publish this ordinance in a summary form.

Section 9

The Administration may not encumber or spend any of the ARPA Fund or the IRS Site Construction Fund without the prior consent of the Board of Commissioners.

Section 10

The personnel budget figures included Section 1 authorize a pay increase of up to 2.5% for non-union full-time employees employed as of January 1, 2021.

Section 11

As a matter of law, the 2020/2021 budget ordinance was re-adopted, effective July 1, 2021. This ordinance amends the 2021/2022 budget ordinance which was readopted as a matter of law pursuant to KRS 91A.030(3).

Section 12

That this ordinance shall take effect and be in full force when passed, published and recorded according to law.

  
MAYOR

ATTEST:

CITY CLERK: 

Passed: February 22, 2022 (Second Reading)

February 8, 2022 (First Reading)